

UNITED COMMUNITY CORPORATION

Executive Committee
124 Branford Place
Newark, N.J.
May 10, 1965

Present: Rabbi Jonathan J. Prinz, Vice President,
presiding; Rt. Rev. Msgr. Joseph Dooling,
Timothy Still, Irving Rosenberg, Sidney
Reitman, Francis Quillan, Peter V. R.
Schuyler, Mrs. Helen Hoffman, Mrs. Ceil
Arons, Cyril D. Tyson and Beatrice Easley.

MINUTES: Minutes of the April 26 meeting were accepted
with corrections. Minutes of the May 3
meeting were accepted with no corrections.

LEGAL SERVICE PROGRAM: Mr. Reitman reported that he had met with
Mr. Sparrow of Mobilization for Youth regard-
ing their legal service program. He suggested
that lines of communication be set up with the local bar
association in terms of their aiding us in this project.

REPORT OF EXECUTIVE DIRECTOR: Mr. Tyson reported that a representative from
the OEO had been with us all week investigating
our method of operation. In addition a repre-
sentative from the Health, Education and
Welfare office had been in auditing our operation. HEW sug-
gested that vouchers need not be signed by the President of
UCC since a Comptroller was on staff; and that there was no
need for separate bank accounts on the 90 - 10 money. The
money could be deposited in the same account and normal book-
keeping operation would keep the money separate. The OEO and
HEW representatives were both concerned with any political
problems we may have and the involvement of people on UCC
Board and area boards our programs are designed to help.

Mr. Tyson said that there is a problem
getting people to participate but in terms of present involve-
ment, the leaders that are respected in the community are on
the UCC Board and are serving as temporary officers in the
area boards. In addition, 50% of the UCC Board is non-white.

RECOMMENDATIONS: In line with suggestions made by OEO and HEW
representatives, Mr. Tyson recommended that
all money be deposited in the same bank
account and separated by normal bookkeeping procedures.

Mr. Rosenberg made a motion that this procedure be followed. Motion was seconded and passed.

The other suggestion made by these representatives and recommended by the Executive Director is that check writing procedures and a complete voucher system be at the UCC office. Checks are to be hand carried to Mr. Quillan for signature. Mrs. Arons so moved that this be done. Motion seconded and passed.

SURPLUS: As of April 23 we have balance in Program Development of \$26,084.34. There is balance of \$9,151.51 in Community Action. If we had been in our own office and staff had been hired on time, these amounts would be reduced.

There has been no hiring as yet for area boards. However, staff will come on during the next week.

COST OF Area board space costs more than allocated.
AREA BOARD Accrual will cover cost for now. New budget
SPACE: will reflect and cover actual cost.

Applicants for positions with UCC are being tested by New Jersey State Employment Service. All applicants will be interviewed by UCC.

PROPOSALS The Education Task Force meets tomorrow to
FOR FUNDING: act on long range pre-school proposal, after school remediation and head start for junior high school students. The UCC Board will act on these three proposals as well as others when it meets on the 20th. Copies of the proposals will be forwarded to the Board as soon as they are available.

SENIOR With regard to the Senior Citizens proposal,
CITIZENS a request has been made for funds for a
PROPOSAL: director, program director, secretary and typist. This program will be sub-contracted to the Senior Citizens Commission to begin to develop a program for this fall.

PERSONNEL Mr. Quillan reported that he had been in touch
COMMITTEE with an insurance company regarding fire and
REPORT: liability insurance coverage. After discussion it was moved by Mrs. Arons, seconded and passed, that Mr. Quillan get a letter from the insurance company stating cost, coverage, etc.

The Personnel Committee is still working on the Personnel Practices Manual. A meeting is scheduled for Wednesday and it is hoped that the Manual will be completed.

It was noted that no provision had been made for health insurance coverage. It was decided that UCC will, until July 1, pay premiums for those employees on staff who have health insurance from their former jobs. It was suggested that information regarding cost of coverage, etc. be gotten for the next meeting.

BETHUNE There was some discussion regarding opening
SAVINGS an account at the Bethune Savings and Loan
ASSOCIATION: Association. It was moved to table further
 discussion until September because we are not
yet sure if there will be surplus funds.

There being no further business the meeting was adjourned.

Respectfully submitted,

s/s

Peter V. R. Schuyler
Secretary

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